

CURRENT VACANCIES as of
August 2013
For COMMISSIONER-APPOINTED
BOARDS, COMMITTEES & COMMISSIONS

The Charles County Commissioners are seeking County residents to fill vacancies on the following
Boards, Committees & Commissions:

- Adult Public Guardianship Review Board
- Agricultural Land Preservation Advisory Board
- Animal Matters Hearing Board
- Area Council on Aging
- Board of Appeals
- Board of License Commissioners (Liquor Board)
- Board of Electrical Examiners
- Board of Social Services
- **Compensation Commission**
- Disadvantaged Business Loan Review Committee
- Ethics
- Heritage Commission
- Historic Preservation Commission
- Homeowners' Association Dispute Review Board
- Housing Authority Board of Charles County
- ***Newly Established* Neighborhood Traffic Calming Task Force**
- Monument Commission
- Nuisance Abatement Board
- Property Tax Assessment Appeal Board
- ***Newly Established* School Adequate Public Facilities Program and Funding Review Committee.**
- Wicomico Scenic River Commission

Applications are available on the Charles County Government website at <http://www.charlescounty.org/apps/citizenadvisory/public/enterApplication.jsp> or by contacting Carol DeSoto, Commissioner Specialist at 301-645-0691 or e-mail desotoc@charlescounty.org. *A separate application must be submitted for each membership to which you wish to apply.*

POSITIONS REMAIN OPEN UNTIL FILLED

There are 3 vacancies on the 11-member **Adult Public Guardianship Review Board**. 1 vacancy for a physician member; 1 for a citizen with a disability; 1 for a registered pharmacist; 1 for an attorney; The Board provides impartial oversight of the care and services provided for the individuals under public guardianship, reviews the current status of health and welfare of these persons, and makes recommendations as to whether guardianship should be continued as established, modified, or terminated. The Board meets twice a year and as needed for emergency situations. Members serve 4 year terms.

There are 2 vacancies for the **Agricultural Land Preservation Advisory Board**. 1 vacancy is for a citizen member and 1 as an Ex-Officio advisory member. The Board advises the county governing body with respect to the establishment of agricultural districts and the approval of purchases of easements by the foundation with the county. The Board assists the county governing body in reviewing the status of agricultural districts and land under easement. The Board also advises the foundation concerning county priorities for agricultural preservation. The Board meets as needed. Members serve 4 year terms.

There is 1 vacancy on the 9 member **Animal Matters Hearing Board** for a citizen at large. The task of the Animal Matters Hearing Board is to hear and decide, upon receipt of a written complaint or request from a person receiving a violation notice, to conduct a public hearing after due notice to determine whether violations of these regulations have occurred and whether a person subject to an order of the Board has complied with that order. The Board meets on the 1st and 3rd Tuesday of each month at 6:30pm. Members serve 4-year terms.

There are 4 vacancies on the 16-member **Area Council on Aging for** citizen members (2 from the senior community over the age of 60); Members serve 4-year terms. The Council promotes the welfare and betterment of senior citizens of Charles County by working actively and cooperatively within the community; develops awareness and understanding of problems and concerns; and develops community support for programs designed to benefit and support the senior citizen population. The Council meets monthly on the second Thursday at the Richard Clark Center at 9:30 am.

There is 1 vacancy for an alternate position on the 6-member **Board of Appeals** for an unexpired 4-year term ending 12/31/2015. The members are "citizen planners" as they are chosen from all walks of life and typically do not have any formal training prior to their appointment. The Board hears appeals of decisions made by the Planning Commission, requests for approval of special exceptions, and requests for approval of variances. The Board members receive a stipend. Meetings are the second and fourth Tuesday of each month at 7pm.

There is one vacancy on the **Board of License Commissioners (Liquor Board)**. This vacancy is specifically for a resident from the Commissioner District 1 area. The task of this Board is to review and approve the issuance and renewal of liquor licenses in Charles County, and establish penalties for violations. The Board meets the 2nd Thursday of each month at 9:30 a.m. in the County Government Building. Members serve four-year terms.

There is one vacancy on the **Board of Electrical Examiners** for a Charles County Licensed Master Electrician. The task of the Board of Electrical Examiners is to examine the qualifications and capabilities of all persons who are or desire a license for Master Electrician and/or Journeyman. Members serve 4-year terms.

There are 3 vacancies on the 9 member **Board of Social Services**; 3 vacancies are for citizen members. The task of the Board of Social Services is to deal with policies, programs, and problems of the local Dept. of Social Services and Public Assistance administration. The Board meets monthly. Members serve 4-year terms.

There are 5 vacancies on the **Compensation Commission** pursuant to Chapter 27, Sec 2 of the county code as amended. 1 citizen is needed from each of the Commissioner Districts (District 1, District 2, District 3, District 4 and one at large member). The Commission will review the salaries of the elected Judges of the Orphans' Court; the salaries of the elected County Commissioners; and, to recommend modifications to compensation if any to the Commissioners on or before December 1, 2013. Members will serve a 6-month term. The first meeting will be held in September 2013. **(Deadline for applications is August 31, 2013)**

There is 1 vacancy on the **Disadvantaged Business Loan Review Committee** for a small business owner. This Committee serves as an advisory review body for the purpose of reviewing and approving loans to eligible businesses under the procedures of the Disadvantaged Loan Fund. The Committee meets only when applications are received on an as needed basis.

There is 1 vacancy on the **Ethics Commission**. This vacancy is for an alternate citizen member. The responsibilities of this Board are to devise, receive and maintain all forms generated by the Charles County Code, Chapter 170, Code of Ethics; to provide published advisory opinions to persons subject to the aforementioned code as to the applicability of the provisions; to investigate, process and make determinations as to complaints filed alleging violation of the aforementioned code; and to conduct a public information program regarding the purpose and application of the aforementioned code. The Board meets at least quarterly and currently on a monthly basis at 7:00 pm in the County Government Building. Members serve four-year terms.

There are 3 vacancies on the **Heritage Commission** for citizen members. The task of the Heritage Commission is to manage, procure, preserve and disseminate materials relating to the local history of Charles County. Members serve 4-year terms.

There is 1 vacancy on the **Historic Preservation Commission**. The Commission will review development plans for impacts to historic resources, recommend properties for local historic landmark designation, review exterior changes to locally designated landmarks, and support documentation of historic resources throughout Charles County. Applicants for this vacancy must possess professional training in any of the following areas: history, architectural history, archeology, historic preservation, landscape design, or related field. The Board meets monthly. Members will serve 3-year terms. The Commission meets in the evenings.

There is 1 vacancy on the seven-member **Homeowners' Association Dispute Review Board**, which meets as needed to hear and resolve disputes between a homeowners' association and a homeowner regarding the covenants or restrictions of the homeowners' association. The vacancies are for a citizen at large. The Board meets as needed in the evenings at the County Government Building. Members serve three year terms.

There is 1 vacancy on the seven-member **Housing Authority Board of Charles County**. The Board supports activities which promote the availability of safe, sanitary, and decent housing for persons of low and moderate income in Charles County. The Board meets at 4:30 pm on the fourth Thursday of each month. Members serve 5-year terms.

There are 3 vacancies on the 7 member **Monument Commission**. One vacancy is for a member with a background in history, one is for a citizen member and one is for a military/veteran member. This Commission will recommend locations for monuments; prepare guidelines, criteria and a plan for implementation of monument projects. The Commission will meet as necessary. Members will serve 4-year terms.

There is 1 vacancy on the **Newly Established Neighborhood Traffic Calming Task Force** for a member of a Resident in a Rural Neighborhood. This Task Force will assist the Department of Planning & Growth Management in developing a Neighborhood Traffic Calming Program in Charles County. The Task Force will research the subject as well as provide suggestions and feedback for use in drafting Neighborhood Traffic Calming regulations. Charge is complete when traffic calming regulations have been proposed and acted upon by the Board of County Commissioners.

There is one vacancy on the seven-member **Nuisance Abatement Board** for a citizen member. This Board conducts hearings pertaining to citizen complaints regarding unsightly accumulation of paper, junk,

vehicle parts, trash, garbage, leaves, etc. and if grass, weeds, uncultivated vegetable growth, briars, bush and plants are more than 1 foot high on private property.

The County Commissioners are seeking persons interested in Commissioner-nomination for the Governor's consideration for membership on the **Charles County Property Tax Assessment Appeal Board**. The Board hears appeals from Charles County property owners who disagree with the values assessed by the State Department of Assessments and Taxation, and appeals concerning local tax credits, local taxes, and other local tax matters. The Board meets approximately 1 to 2 times per month on Wednesdays. Terms are 5 years. Those interested in nomination must contact: desotoc@charlescounty.org to obtain an *Office of the Governor Request for Appointment Consideration Biographical Information Form*.

There is 1 vacancy on the **Newly Established School Adequate Public Facilities Program and Funding Review Committee** for an Educator. This Committee shall evaluate the County's approach to ensuring adequate public facilities for schools in the development approval process to determine if the current policy is achieving the stated goals. The Committee should also develop solutions for addressing the timing of providing adequate school facilities to match the planned growth in the County. The Committee should work with designated staff to explore the feasibility and make recommendations on the best method to work through the issues related to school redistricting, school capacity allocation, and the timing and methods of school funding and construction. Meetings will be every other Wednesday at 6:00 pm. Members will serve 1 year term.

There are 2 vacancies on the 7 member **Wicomico Scenic River Commission** for a property owner in a soil conservation district through which the scenic or wild river flows and a Non-shoreline Property Owner. The Commission represents the interests of the Wicomico Scenic River and its watershed in Charles and St. Mary's Counties in an advisory capacity for review of proposals and information and act as a watchdog for the watershed. Members serve 4-year terms. Meetings are held on the 4th Monday of the month at 7:00pm at Dentsville EMS.